



## BOARD OF DIRECTORS COMMITTEE REPORT

MEETING DATE: **MAY 26, 2022** ITEM: **8F(iv)**

SUBJECT: **Governance Committee**

DATE: May 23, 2022

FROM: Directors Cervantes and Rubalcava-Garcia

PRESENTATION BY: Directors Cervantes and Rubalcava-Garcia

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### ***Purpose:***

*This committee ensures compliance with all Board policies and regulatory requirements.*

### ***Focus:***

- *Policy updates*
- *Bagley-Keene open meeting compliance*
- *Annual form 700 reporting*
- *Annual required Board training*

### ***Special Projects:***

- *None at this time.*

## **SUMMARY OF COMMITTEE MEETING**

The committee met by email on 5/18/2022 and discussed the following:

### **Policy 6.06 (Second Signature Policy)**

- Staff recommended the following updates to this policy:
  - Update the title of Vice President of Operations to Chief Operating Officer.
  - Add the other members of the executive team as second signers on checks over \$15,000 to provide proper back-up: Chief Business Development Officer (Joan Hamill) and Chief Administrative Officer (TBD).
    - The Board will discuss during Agenda Item 8D.

### **Follow-up**

- The next meeting of the Community Affairs Committee is TBD.